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Rules and Regulations

MONROE COUNTY PURE WATER DISTRICTS

RULES AND REGULATIONS

Pursuant to Section 264 of the County Law of the State of New York, the Monroe County Legislature hereby adopts Article I and II of these rules and regulations which shall be applicable to all county pure waters districts:

ARTICLE I – ORGANIZATION

Section 1. **Administrative Boards**. The Monroe County Legislature shall be the administrative board for each of the county pure waters districts. The County Legislature, acting as the administrative board, shall be responsible for all policy matters relating to the pure waters programs of the respective county pure waters districts. The County Legislature, acting as the administrative board, shall be responsible for all policy matters relating to the pure waters programs of the respective county pure waters districts. The County Legislature, acting as the administrative board shall have all of the powers conferred and duties imposed upon administrative bodies of county sewer districts by sections 262, 263, 265 and 266 of the County Law of the State of New York and by any other applicable law of the State of New York, except to the extent that such powers or duties are delegated by the Monroe County Sewer Use Law or by these rules and regulations. The County Legislature, when acting as the administrative boards, shall operate under the rules of procedure then in effect for the County Legislature. The President of the County Legislature shall be the chairperson of the administrative boards.

Section 2. **County Executive**. Pursuant to the provisions of the Monroe County Charter, the County Executive shall appoint the County Director of Pure Waters and the County Director of Engineering and shall be responsible for the direction and supervision of the County Director of Pure Waters and County Director of Engineering in connection with the performance of their duties as specifically described in Sections 3 and 4 hereof. The County Executive shall also have the specific powers and duties delegated by Section 5 hereof.

Section 3. **Director of Pure Waters**. In addition to the powers conferred and duties imposed by the Monroe County Charter, the County Director of Pure Waters, under the direction of the County Executive, shall be responsible for the administration, operation and maintenance of the districts' sewer systems and treatment and disposal facilities. The Director of Pure Waters shall also be responsible for the implementation of the County's Sewer Use Law and for the

implementation of the districts' rules and regulations with respect to permits, use charges, applications and hearings.

Section 4. **Director of Engineering.** In addition to the powers conferred and duties imposed by the Monroe County Charter, the County Director of Engineering, under the direction of the County Executive, shall be responsible for the planning, design and construction of capital projects within the county sewer districts. The County Director of Engineering, under the direction of the County Executive, shall also be responsible for the selection of engineers and professional consultants who shall perform services for the County sewer districts pursuant to contracts authorized in accordance with these rules and regulations.

Section 5. **Delegation of Powers and Duties.** The County Legislature, acting as the Administrative Board of each of the county's sewer districts, hereby delegates to the County Executive the following power and duties:

- (a) the collection, accounting and custody of all district revenues;
- (b) the supervision, direction and day-to-day management of the county pure waters department, including the hiring, dismissal, removal, suspension or lay off of all department personnel;
- (c) the establishment and revision of the internal organization of the Department of Pure Waters;
- (d) the advertisement of bids and specifications and the issuance of requests for proposal in connection with purchases and public works projects of the districts;
- (e) the approval and payment of all vouchers and invoices submitted to the districts;
- (f) the approval and execution of contract change orders: (1) up to the contingency limit provided for in the original funding authorization, or (2) for contracts without a contingency limit, up to an amount of \$70,000 or one percent (1%) of the original contract valued, whichever is greater for each change order, provided, however, that when the total cumulative change orders for a contract exceeds \$150,000 or ten percent (10%) of the original contract value, whichever is greater, all subsequent change orders must be approved by the Administrative Board;
- (g) the approval and execution of routine real property assessments which do not require payment for contingent damages;
- (h) the approval and execution of engineering design contracts or capital construction contracts in initial amounts up to \$10,000;

- (i) the approval and execution of professional or engineering services agreements or contracts, where such services are estimated to cost up to \$10,000;
- (j) the execution of permits, reviews, licenses, permit or license applications, aid applications, grant agreements, grant applications, payment reimbursement applications and any and all related documents in connection with federal or state funding or regulation of district projects;
- (k) the promulgation or amendment of procedural rules and regulations for the operation of the County sewer system in accordance with the provisions of the Monroe County Sewer Use Law;
- (l) the execution of contracts with municipalities, industries and businesses for sludge or wastewater disposal services;
- (m) such other administrative duties and powers as may be prescribed for the County Executive by law, county charter, county administrative code, ordinance resolution or as may be prescribed by the County Legislature or the Administrative Boards.

The County Executive shall file with the Clerk of the Legislature monthly reports listing the contracts and contract change orders approved and executed by the County Executive in accordance with the provisions of this Section. The reports shall include an itemized listing of all contract change orders, the reason for each change order, the amount of each change order, the cumulative total of all change orders to each single contract, the percentage of the initial contract which the change orders represent and the capital fund from which contract payments will be made.

Section 6. **Pure Waters Advisory Board**. Pursuant to the provisions of the Monroe County Charter, the Pure Waters Advisory Board may make recommendations to the County Legislature in connection with any and all policy matters relating to the Pure Waters programs of the county sewer districts. The Pure Waters Advisory Board may also make recommendations to the County Executive with respect to the administration and operation of the county sewer districts.

ARTICLE II – LICENSES AND PERMITS

Section 1. **Licenses/Permits.** Instructions and forms for application for licenses or permits required by the Monroe County Sewer Use Law shall be obtained at the office of the Director of Pure Waters. Supply of such application forms and instructions shall be the responsibility of the Industrial Waste Section of the Pure Waters Department.

Section 2. **Application.** Application shall be made for each sewer connection contributing sewage to the Pure Waters Sewer System or any public tributary sewer if such sewage contains Industrial wastes, scavenger wastes, or other wastes whose pollutant characteristics are such that the discharge is subject to control under Article III, IV, V, VI, or VII of the Sewer Use Law.

Section 3. **Applications for Scavenger Waste Permits.** Applications will be made using the same form and supplying the applicable information in Exhibits C and D.

Section 4. **Application Fees for Licenses or Permits.** An application fee will accompany an application for a license or permit to be issued under the Monroe County Sewer Use Law. The fee is to defray part of the administrative costs of processing applications including the inspection of the applicant's facilities and waste sampling programs. The fees will be included in the annual budget of the Pure Waters Districts as approved by the County Legislature.

Section 5. **Application Form for Initial License or Permit.**

**APPLICATION FOR LICENSE OR PERMIT
FOR DISCHARGE INTO PURE WATERS
SEWER SYSTEM OR TRIBUTARY**

1. Name of Applicant _____
(company or individual)
2. Address of Applicant: _____

3. Location of Property: _____
4. Ownership of Property: _____

(Name/Address if different
than above) _____
5. Number of sewer
connections requiring
license/permit _____
6. Type of activity producing wastes
requiring license or permit
pursuant to Sewer Use Law of
Monroe County _____
7. Department of Health or of
New York State Permit
Number (if any) _____
8. Number of Attachments: _____
Exhibit A _____
Exhibit B _____
Exhibit C _____
Exhibit D _____

Note: Fill in all applicable spaces. If not applicable, mark N/A in appropriate space.

ATTACHMENTS TO ACCOMPANY APPLICATION

1. A plot or tape location map of the property showing accurately the size and location of all sewer and drainage connections to the sewerage system, all pretreatment devices, and all manholes or other accessible sampling points. Each sewer or drain connection shown on drawing shall be designated by an identification number. The plot or tape location map shall be attached as Exhibit A.
2. A complete schedule of all process waters and industrial wastes produced or expected to be produced at said property, including a description of the character of each waste, the daily volume and whether the flow is continuous or intermittent. Each listed process waste stream shall carry the sewer or drain connection identification number listed in Exhibit A and corresponding to the sewer or drain which carries the waste stream. The schedule shall be attached as Exhibit B.
3. A summary of the total waste water characteristics to be received or received from the applicant of each sewer or drain connection shall be submitted in proper form as Exhibit C.
4. Additional information requested by the Director of Pure Waters shall be prepared as Exhibit D and be attached to the application as required. Copy of application and issued permit of the New York State Department of Health are required for haulers of scavenger wastes and will be attached as Exhibit D.

(Title)

Persons to be contacted for inspection
or emergency purposes and phone/extension
number

Section 6. **Form for Exhibit “C”.**

SUMMARY OF INDUSTRIAL WASTE CHARACTERISTICS

EXHIBIT “C”

Firm: _____

Address: _____

Industrial Waste Characteristics and Quantity

Characteristics	(Unit)	Average Minimum Maximum
Volume	(Gal. Or Cu. Ft./month)	
Temperature	(F° or C°)	
PH		
Biochemical Oxygen Demand	(mg/L or lbs./mil. gal.)	
Chlorine Demand	(mg/L or lbs./mil. gal.)	
Suspended Solids	(mg/L or lbs./mil. gal.)	
Phosphate or Phosphorus	(mg/L or lbs./mil. gal.)	

SUBSTANCES UNDER ARTICLES IV, V, VI, VII OF SEWER USE LAW

(List item and concentration (or volume) under appropriate heading: if none, so state)

1. Unpolluted Waters (Sect. 4.1) _____
2. Prohibited Materials (Sect. 4.2) _____
3. Certain Materials and/or (Sect. 4.3) characteristics _____
4. Toxic Substances (Sect. 5.1, 5.2) _____
5. Pathogenic Bacteria (Sect. 5.1) _____
6. Radioactive Wastes (Sect. 6.2) _____
7. Scavenger Wastes (Sect. 7.1, 7.2) _____

Section 7. **Initial Sewer Licenses or Permits Form**

INITIAL INDUSTRIAL SEWER USE PERMIT

County of Monroe

Permit No. _____

Pure Waters District No. _____

Expires: _____

Fee: _____

Firm Name: _____

Address: _____

Type of Business or Service: _____

I. The above named applicant is permitted to discharge wastes into the Pure Waters Sewer System or Tributary thereto as applied for by an application dated and verified by the applicant except the Director of Pure Waters requires the following terms and conditions to govern the permitted discharge:

A. _____

B. _____

C. _____

II. The applicant further agrees to:

1. Accept and abide by all provisions of the Sewer Use Law of Monroe County and of all pertinent rules or regulations now in force or shall be adopted in the future.
2. Notify the Director of Pure Waters in writing of any revision to the plant sewer system or any change in industrial wastes discharge to the public sewers listed in Exhibit "B". The latter encompasses either (1) an increase or decrease in average daily volume or strength of wastes listed in Exhibit "B" or (2) new wastes that were not listed in Exhibit "B".
3. Furnish the Director of Pure Waters upon request any additional information relating to the installation or use of sewer or drain for which this permit is sought.
4. Operate and maintain any waste pretreatment facilities, as may be required as a condition of the acceptance into the public sewer of the industrial wastes involved, in an efficient manner at all times, and at no expense to the County.
5. Cooperate with the Director of Pure Waters or his representatives in their inspecting, sampling, and study of wastes, or the facilities provided for pretreatment.

6. Notify the Director of Pure waters immediately of any accident, negligence, breakdown of pretreating equipment, or other occurrence that occasions discharge to the public sewers of any wastes or process waters not covered by this permit.

Applicant's Signature: _____ Date: _____

Title: _____

Name of person to be contacted for
inspection or emergency purposes:

Permit approved by: _____ Date: _____

Director of Pure Waters

Section 8. **Renewal Sewer License or Permit Form.** The renewal sewer license or permit shall be attached to and become a part of the initial permit and is as follows:

SEWER USE PERMIT – RENEWAL

County of Monroe Permit No. _____

Pure Waters District No. _____ Expires: _____

Fee: _____

Firm Name: _____

Address: _____

Type of Business or Service: _____

Has there been any revision to the plant sewer system or any change in industrial wastes discharged to the public sewer in the past twelve months: YES _____ NO _____

If YES, please explain in separate LETTER.

Average monthly consumption for the past twelve (12) months

_____ gallons or _____ cubic feet.

In consideration of the granting of this renewal permit the undersigned agrees to comply with all the requirements in the Initial Permit as listed under II.

Applicant's Signature: _____ Date: _____

Title: _____

Name of Person to be contacted for inspection purposes:

Type or print: _____

Renewal
Approved: _____ Date: _____

Director of Pure Waters

Section 9. **Inspection.** With regard to Article VIII, Section 8.1, and Article IX, Section 9.1 of the County Sewer Use Law, the power to enter upon private lands given to the Director and his duly authorized representative is modified to exclude entry into single family houses or owner occupied double houses unless notice is furnished to the occupants in advance. In those cases where notice cannot be practically provided, the basic powers and authority of inspectors as covered in Section 9.1 of the Sewer Use Law will apply.

Section 10. **Billing Procedures.** Under certain conditions, a variation of billing for Pure Waters Charges which are based on volume of water metered into the premises may occur. These variations shall include one or more of the following:

- a) Water which is used in product; since this water is metered when it enters but does not go into the sewer system, a Pure Waters charge based on income metered water would be greater than the value of the actual service provided. To obtain relief for this inequity, it is required that the owner install, at his expense, proper metering equipment which will uniquely measure that volume of water which enters into produce. Such equipment and plans for installation must be approved by the Director of Pure Waters or his designated representatives, and must be maintained in working condition at all times by the owner.

Alternately, volume of water going into produce may be established by evaluation of water content in product and total volume of product. This data must be submitted to the Director of Pure Waters in substantiated form for his consideration to establish a volume credit allowance against income metered water.

- b) The volume of unpolluted waters which are not discharged into sanitary or combined sewers may be credited against the metered volume of income water if a metering system is installed at the point of discharge of this water. The plot plan, piping design, and specifications for the meter must be submitted to the Director of Pure Waters for approval before installation. The cost of installation and the maintenance of equipment is the responsibility of the owner.
- c) Volume of make-up water to circulating cooling systems, boilers, etc., where water is lost due to evaporation may be measured with meters on the make-up line. Such installations must be approved by the Director of Pure Waters in order to deduct the meter reading from income water meters.

- d) A documented plant water balance may be submitted to show water usage for various process operations. Based on this information, the Director may deduct from the total volume intake those measured volumes of water which do not enter the sewerage system for treatment.
- e) Plants which have various types of water usage which result in a difference between intake measurements and actual flow into sewerage systems may install metering devices at the lateral connection to the public sewer. Such installations shall be made by the owner and maintained by him. The readings of the meter will be used to calculate the Pure Waters charges, provided these readings represent the total discharge of the plant into the public sewerage system. This method is the most precise and equitable way to calculate Pure Waters charges.

Concentration and/or characteristics of normal sewage:

“Normal Sewage” shall mean sewage, industrial wastes or other wastes, which when analyzed, show concentration values with the following characteristics based on daily maximum limits:

a. B.O.D.	300 mg/1
b. Chlorine Demand	25 mg/1
c. C.O.D.	600 mg/1
d. Total Suspended Solids	300 mg/1
e. Total Phosphorus, as P	10 mg/1

Permissible concentrations of toxic substances and/or substances the Department wishes to control:

The concentration in sewage of any of the following toxic substances and/or substances the Department wishes to control shall not exceed the concentration limits specified when discharged into the County Sewer System; metal pollutants are expressed as total metals in mg/1 (ppm): the following pollutant limits are based on daily maximum values:

a. Antimony (Sb)	1.0 mg/1
b. Arsenic (As)	0.5 mg/1
c. Barium (Ba)	2.0 mg/1
d. Beryllium (Be)	5.0 mg/1
e. Cadmium (Cd)	1.0 mg/1
f. Chromium (Cr)	3.0 mg/1
g. Copper (Cu)	3.0 mg/1
h. Cyanide (CN)	1.0 mg/1
i. Iron (FE)	5.0 mg/1
j. Lead (Pb)	1.0 mg/1

k. Manganese (Mn)	5.0 mg/1
l. Mercury (Hg)	0.05 mg/1
m. Nickel (Ni)	3.0 mg/1
n. Selenium (Se)	2.0 mg/1
o. Silver (Ag)	2.0 mg/1
p. Thallium (Tl)	1.0 mg/1
q. Zinc (Zn)	5.0 mg/1

RULES AND REGULATIONS OF THE ROCHESTER PURE WATERS DISTRICT

Pursuant to Sections 264 and 266 of the County Law of the State of New York, the Monroe County Legislature adopts Articles III and IV of these rules and regulations which shall apply to the Rochester Pure Waters District:

ARTICLE III – PRIVATE SEWER MAINTENANCE IN ROCHESTER PURE WATERS DISTRICT

Section 1. **Private Sewer Maintenance Service.** The Director of Pure Waters is authorized to provide sewer flushing services to private sewer laterals and conductors or pumping service providing that owner(s) requesting private services agree(s) that the County of Monroe and the County Pure Waters District are without liability for damage done or injury suffered from the performance of the requested services.

Section 2. **Agreement for Services.** The following agreement will be executed by both parties prior to rendering private services:

M# _____

ROCHESTER PURE WATERS DISTRICT AGREEMENT AND RECEIPT FOR PRIVATE SEWER MAINTENANCE SERVICES

The County of Monroe has agreed to provide all services to be performed in regard to

the owners' ('s) sewer lateral or laterals in consideration for

_____ DOLLARS

Received of Mr.-Mrs.-Ms.-Miss _____

Owner(s) of _____
(property address)

Further, the above owner(s) agree(s), in consideration of the above service(s), that all services are rendered at his or their request and risk; that the County of Monroe or the County Sewer District shall not be liable for and shall be held harmless from any injury or damage resulting from the performance of said service(s) requested.

ROCHESTER PURE WATERS DISTRICT

By: _____
Director of Pure Waters

WITNESSED BY:

_____ Owner(s)

Section 3. **Charges for Private Sewer Maintenance**. The charges will be included in the annual budget of the Rochester Pure Waters District as approved by the County Legislature subject to public hearing.

**ARTICLE IV – BILLING PROCEDURES FOR
ROCHESTER PURE WATERS DISTRICT**

Section 1. **Billing**. All real property tax accounts within the geographic limits of the Rochester Pure Waters District, including tax exempt and franchise properties, are subject to Water Pollution charges. For those accounts without water service, billing is done on the Monroe County and Town Tax Bill each. This billing is for the Capital Charge only and is based on the assessed valuation, without regard to exemptions, from the latest annual City of Rochester final assessment roll. For those accounts with water service, billing will consist of two elements as described below.

The Water Pollution Control charge for those accounts having water service will be comprised of two elements. One, the Capital Charge, as described above, is based on the assessed valuation without regard to exemptions, from the latest annual City of Rochester final assessment roll. This charge appears on the Monroe County Tax Bill each year. The other, the

Operation and Maintenance Charge, is based on the water consumption registered on each meter for the account and is to be based upon the most recent actual consumption figures as supplied by the city of Rochester Water Bureau (from the last full year of recorded data for a period most closely approximating July 1 through June 30 of the previous year.) Where actual meter reads may not correspond to a full calendar year, estimates and appropriate adjustments will be made to establish a full year rate.

Both of these charges (Capital and Operation and Maintenance) shall be applied and indicated separately on the Monroe County and Town Tax Bill and shall be subject to all payment policies and procedures therein. However, an account will not be billed until its accumulated Water Pollution Control Charge is One (\$1) dollar or more.

Section 2. **Special Considerations.**

1. Accounts having septic tanks and other accounts not connected to the District Sanitary Sewer System will not be billed an Operation and Maintenance Charge.
2. Metered Water consumption which does not reach a sewer system or, conversely, reaches a sewer system containing higher than normal concentration of pollutants may be modified to decrease or increase the Operation and Maintenance charge respectively.
3. Adjustments may be made to correct errors and cover unusual circumstances.

**ARTICLE V – ADOPTION AND EFFECTIVE DATE OF
RULES AND REGULATIONS**

Section 1. Article 1 of these Rules and Regulations shall become effective concurrently with the effective date of Local Law No. 1 of 1988.

Section 2. Articles II, II and IV of these Rules and Regulations were previously adopted by the Pure Waters Administrative Board in accordance with the requirements of the County Law of the State of New York. The rules and regulations set forth in Articles II, III and IV shall continue in effect.

Operations and Use
Rules and Regulations
Regarding
Inflow and Infiltration to the
Pure Waters System

**Monroe County Pure Waters Districts
Operations and Use Rules and Regulations
Issued by Monroe County Executive John D. Doyle
Inflow and Infiltration to the Pure Waters System**

WHEREAS, the Monroe County Executive has the power to adopt, amend and repeal, from time to time, the rules and regulations of the Districts relating to the operation and the use of the County sewer system pursuant to the Sewer Use Law as set forth in Section 343-51B of the Monroe County Code; and

WHEREAS, the Pure Waters Districts have been created under Article 5A of County Law to provide sanitary sewage collection, conveyance, treatment and disposal; and

WHEREAS, the Pure Waters staff reviews the design of all sanitary sewers, pumping stations, and treatment works tributary to Pure Waters system; and

WHEREAS, the County Executive desires to adopt rules and regulations that ensures the optimal operation, maintenance, and performance of all sanitary sewers, pumping stations, and treatment works in Monroe County; and

WHEREAS, the County Executive recognizes that the inflow and infiltration of extraneous water into the sanitary sewer system causes:

- A. The surcharging (overloading) of sewer lines (private and public);
- B. The back-up of sanitary wastewater into basements;
- C. Overflow of contaminated water to surface streams; and
- D. The risk of public health and the destruction of private property; and

NOW, THEREFORE, the following rules and regulations shall apply to the implementation of a program designed to identify and eliminate sources of inflow and infiltration, both public and private, to sewers tributary to the Pure Waters system.

1. The following definitions shall apply:

Groundwater – Clean water accumulating below ground level, usually in crevices, rock ledges and around basement foundations

Inflow – The direct discharge or entrance of any flow of extraneous ground or surface water to the sanitary sewer system from: roofs/gutter drains; submerged manhole covers; outside area drains; basement floor drains; and basement ground water sump pump.

Infiltration – The entrance of ground or surface water to the sanitary sewer system by means of: submerged manhole covers; leaking joints in pipes, fittings, and manhole stacks; and broken or crushed pipes and fittings (these conditions apply to both public and private facilities).

Pure Waters – A division of the Monroe County Department of Environmental Services responsible for the operation and maintenance of sewers owned or operated by a Pure Waters District.

Pure Waters District – County sewer districts formed in accordance with Article 5A of County Law to collect, convey, treat and dispose of sanitary sewage.

Surface Water – Clean water collected during or after rainfall from roof gutters, downspouts, etc. in confined low areas such as basements.

Sanitary Water – Water discharged to the sewer system containing the by-products of human, animal, commercial and industrial processes and functions requiring treatment at a wastewater treatment plant.

2. The Division of Pure Waters will identify neighborhoods and locations that have suffered these conditions (see items A, B, C, & D above) in the past or are likely to suffer them in the future.
3. Follow-up investigations and facility evaluations will focus first on neighborhoods and areas that have experienced severe or chronic problems associated with sewer overloading. Other neighborhoods served by sanitary sewers will be inspected on a schedule to be determined by age and the potential for future problems.
4. The various Pure Waters Districts will implement ongoing public awareness programs that will inform ratepayers of the problems associated with inflow and infiltration and the conditions that contribute to those problems.
5. Once identification of inflow and/or infiltration sources is made on public property, the Division of Pure Waters will take appropriate corrective action necessary to minimize those sources.
6. If, during the inspection process, clear groundwater or surface water is observed discharging from a private property connection to the public sewer line, the Pure Waters Division will notify the property owner (by mail) that conditions are likely to exist that must be corrected to comply with the Monroe County Sewer Use Law (see Monroe County Code, Section 343-14) concerning discharge of ground or surface water to the sanitary sewer system. The notification procedure will include a time schedule for compliance.
7. Pure Waters will re-inspect problem neighborhoods within a six month to one year period to determine the level of corrective compliance by property owners and the decrease or increase in sewer line flow.
8. Upon re-inspection, any property that was previously identified as a probable source of inflow or infiltration, that continues to discharge inflow or infiltration, will be subject to a surcharge in accordance with the Monroe County Sewer Use Law (see Monroe County Code, Section 343-44 through 343-49).

9. Once the initial round of investigations for inflow and infiltration within the problem neighborhoods is completed, the Division of Pure Waters will continue a regularly scheduled inspection program. Public and private commitment to this program should minimize the effects of inflow and infiltration on annual user charges assessed to residents within the Pure Waters Districts.

A public hearing having been held on March 16, 2000. I hereby promulgate these rules and regulations on this 24th day of March, 2000.



John D. Doyle
Monroe County Executive

Certified copy filed with the Clerk of the Monroe County Legislature on March 29, 2000.

The effective date of these rules and regulations is ten days after the filing with the Clerk of the Monroe County Legislature.

Selected Policies
As Adopted by the Pure
Waters Administrative Board

POLICY MEMORANDUM NO. 4

March 1, 1979

Policy Statement

Situations will arise in which an individual user, area or District may need to contract for treatment and interceptor service. Such contracts shall be based on charges by the seller equal to the audited cost-of-service, with the seller and buyer sharing economies of scale on pro rata basis.

Comments

Individual situations will differ and result in varied application of the policy principle. Among the applications of the principle would be:

- 1) In the case of an individual user, the buyer shall pay a unit charge for debt service equal to the average unit cost of debt service and a separate charge for operation and maintenance based on actual water usage or actual measured flow.
- 2) In the case of an area or District:
 - a) The buyer shall pay a percentage of the cost of debt service of an interceptor equal to the percentage of total peak flow which the buyer contributes to an interceptor.
 - b) The buyer shall pay a percentage of the cost of debt service for the treatment facilities equal to the percentage reserved for the buyer of the average design flow of the facility.
 - c) The buyer shall pay for operation and maintenance costs based on a pro rata share of average flow. These applications would provide for sharing on a pro rata basis of any economics resulting from joint use of facilities.
- 3) Consideration should be given to assessing additional operation and maintenance charges to a buyer and/or municipality using the County system for excessive infiltration/inflow in accordance with provisions of the Monroe County Sewer Use Law.

POLICY MEMORANDUM NO. 5

March 1, 1979

Policy Statement

The Pure Waters Agency recommends that local costs of Pure Waters Districts continue to be financed by User Charges (sewer rents) and that the same rate be applied to all customers within a Pure Waters District based on actual water consumption for operation and maintenance and on assessed valuation or units for debt service.

Comments

This method of financing appears to be the most feasible method presently. Since all customers pay on the basis of services received; all customers pay their fair share of District costs.

Application of the same rate to commercial and industrial users as applied to residential users encourages water conservation by industry and commerce. Industry will tend to balance user charge reductions against the cost of implementation of water conservation systems and to develop systems that are economically efficient.

Continuation of the User Charge (sewer rent) system is important because it allows all customers, including those with tax exempt status, to be charged.

POLICY MEMORANDUM NO. 8

May 9, 1985

Policy Statement

Pure Waters will accept responsibility for the part of a sewer lateral in the right-of-way when there is a cleanout at the right-of-way line which permits access for maintenance purposes. No fees or other charges will be assessed for maintenance and/or replacement of the lateral from the cleanout to the main. A fee will be charged whenever entry to the property is necessary to service the lateral when that service has been requested by the property owner.

Comments

There has been a long-standing policy in the Rochester Pure Waters District consistent with the above. For many years before the County became involved with the City system, by policy the lateral belonged to the property owner all the way to the main. The City would flush the lateral on request for a \$10 fee.

When the Rochester Pure Waters District was formed, this policy continued. A policy change was adopted in the middle seventies providing that the District would assume responsibility for the part of the lateral in the right-of-way, if and when the property owner installed a cleanout at the right-of-way line. In 1985, the flushing charge was raised from \$10 to \$25.

In the Gates-Chili-Ogden Sewer District, similar services have been provided at no cost until 1985. Then the District initiated a service charge of \$25. Historically, the District has been responsible for the part of the lateral in the right-of-way. In many cases, cleanouts do not exist or, for some reason, cannot be located. This has resulted in questions from some property owners about when they must pay the service charge. To clarify this situation, this Policy Statement is promulgated.

The policy on the service charge is that it must be paid whenever Pure Waters personnel must enter the property in order to service the lateral. The provision of and/or maintenance of the cleanouts is the responsibility of the property owner.

The above follows from District requirements that a cleanout at the right-of-way line must be provided by the Developer. This means that the cost of the cleanout is normally included in the overall development cost, in reality in the cost of each house. Once constructed, Pure Waters has little ability to assure proper maintenance and availability of the cleanout. For whatever reason, cleanouts often are covered over, removed or damaged by the property owner. In such cases or where no cleanout exists, it is reasonable for the property owner to be responsible. Certainly, it would be unfair to expect the District, in effect other property owners, to bear any expense, since those who have cleanouts have already paid for theirs in the price of their house.

Summary

1. This Policy applies to Rochester Pure Waters District and Gates-Chili-Ogden Sewer District only.
2. The Rochester Pure Waters District and Gates-Chili-Ogden Sewer District will operate and maintain lateral sewers located within a public right-of-way provided that functional cleanout is located at the right-of-way line, in accordance with District standards.
3. Installation, operation and maintenance of the cleanout is the responsibility of the property owner.
4. The District will flush a sewer lateral from inside a structure where suitable access exists and the property owner requests the service for a fee in accordance with the District's Fee Schedule.